



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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1463 CHESTNUT GROVE ROAD
DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

September 18, 2018

MEMBERS PRESENT

Alan Robinson, Jr., Chairman
Ron Marvel, Vice Chairman
David J. Roberts
Tom DiCristofaro
Lynn Truitt
Marvin C. Sharp – Absent
Richard T. Perillo

ALSO PRESENT

Patricia Davis, Deputy Attorney General
Patrick Matthews, BLS Medical Director
Sherry Lambertson, Executive Assistant
David J. Truax, Investigator/Compliance Officer
Grover P. Ingle, State Fire Marshal
Robert P. Newnam, Director, State Fire School

GUESTS

Jay Jones, DVFA
Elmer Steele, DVFA
Bill Betts, DVFA
W. Mike McMichael, DSEMSA
Ted Walius, DVFA
Richard Toulson, PP DVFA, Seaford Fire Company

GUESTS Cont.

Warren Jones, DVFA
Brent Waninger, OEMS
Robin Brown, OEMS
Anthony Spiezio, DTI

CALL TO ORDER

Chairman Robinson called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF AUGUST 21, 2018 COMMISSION MEETING MINUTES

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Truitt that the minutes of the August 21, 2018 Commission meeting be approved. Motion carried by unanimous vote.

REGULAR BUSINESS

OATH OF OFFICE

Richard T. Perillo, DVFA Past President was sworn in as the incoming Commissioner to represent the DVFA. Deputy Attorney General Davis presented Commissioner Perillo with the Oath of Office. He was welcomed by all.

REPORT OF THE STATE FIRE MARSHAL

INFORMATIONAL ITEMS

Personnel Items

Fire Marshal Ingle reported that Deputy Fire Marshal I Thomas Looney has successfully completed the Essentials of Fire Investigations training at the National Fire Academy on August 31, 2018. Next week Deputy Looney, Sipple and Pfaffenhauser will be attending Incident Response to Terrorist Bombings Course at New Mexico Tech.

A list of eligible candidates has been received for the vacant Administrative Specialist I position in Kent County. The office is working through the process with DHR.

FY2020 Budget Target Meeting

Fire Marshal Ingle reported that the FY2020 budget target meeting where he requested funds for the ongoing End User License for the Incident System. This was requested last year and not approved because the system was not on line at the time. The system has now gone live with an annual cost of approximately \$45,000.

Annual Report

Fire Marshal Ingle reported that the agency Annual Report has been completed and distributed.

DVFA Conference/Memorial Dedication

Fire Marshal Ingle and his staff participated in the DVFA Conference during the week of September 10th. The office had a display of the Juvenile Intervention Program set up during the conference. It was staffed from September 12th – 14th. Fire Marshal Ingle also stated that the Fire Schools staff did a great job on the Memorial Panorama.

Regulation Update

Fire Marshal Ingle reported that he will provide the annual regulation update letter in October. Some proposals will be made this year for change.

DTI Program Update

A router has been replaced in the New Castle County office and the router will be replaced in the Kent County office on September 19, 2018.

Today, Assistant State Fire Marshal Alan Brown is attending the Office 365 implementation at DelTech.

Director Newnam and Fire Marshal Ingle have had some discussion about an agency presentation to be made at DTI on November 13, 2018. This presentation will give DTI a better understanding of what the agencies do and what their needs are.

The new system went live last week and it did not go smoothly. DTI has been working to correct the issues, but these issues are with the vendor. These problems have greatly impacted the Fire Marshal's services.

Fire Incidents

On August 27, 2018 at approximately 5pm, Seaford Fire Company was dispatched to a Family Dollar Store fire. There was heavy fire showing upon arrival. The fire company did a good job extinguishing the fire with one person injured by smoke inhalation. There was a juvenile arrested that was responsible for the fire. They were charged with Arson 1st Degree and four counts of 1st Degree reckless endangering. This is an ongoing incident that further arrest may come.

On August 28, 2018, Minquas Fire Company responded to a large structure fire on Old Airport Road in Newport. The fire was started by workers using cutting torches that ignited nearby flammable/combustible materials. One firefighter was treated for minor burns from the incident.

September 5, 2018, at approximately 1:00 a.m., Cheswold Fire Company responded to the 2900 Block of Kenton Road to a single family dwelling. Upon arrival there was fire showing. Two occupants escaped from the structure. Both persons were transported to Bayhealth Hospital where one adult was treated and released. The juvenile was stabilized and sent to Crozier Hospital due to smoke inhalation. No smoke alarms were present and the incident remains under investigation.

September 6, 2018, at approximately 2:00 p.m., Aetna Hose, Hook and Ladder Fire Company responded to a single family dwelling fire in Scotfield. There was heavy fire showing upon arrival and a report of an entrapment. Assistant Chief Hailey had communication with the individual trapped within the structure. Assistant Chief did go into the structure and retrieve the victim. The victim was stabilized and transferred to Christiana Hospital. He was then later transferred to Crozier Hospital in critical condition.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE			
75 %			
DELINQUENT DEPARTMENTS			
New Castle County			
Cranston Heights		July	
Five Points		July	
Holloway Terrace		May – July	
Townsend		April – July	
Kent County			
Bowers		January – July	
Camden-Wyoming		July	
Cheswold		July – July	
Clayton		July	
Dover		July	
Hartly		June – July	
Magnolia		May – July	
Sussex County			
Ellendale		July – July	
Frankford		July	
Lewes		July	
Roxana		February - July	
OVERDUE REPORTS BY DAYS			
30 Days	60 Days	90 Days	90+ Days
7	3	2	3

Source: DFIRS Incidents received as of 9/05/18.

REPORT OF THE STATE FIRE SCHOOL DIRECTOR

Director

- Updated 2018 EMT Refresher – Director Newnam submitted a copy of updated training modules for the EMT Refresher class. It included updates to national requirements as well as state content.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Roberts to accept the 2018 30 Hour EMT Refresher Content Modules as presented by Director Newnam. Motion carried by a unanimous vote.

- Instructors from Allegheny County, PA, & Omra, WV, will be visiting on September 28th for the Phase V prop.
- DVFA – PSA to Officials used DSFS for some segments – Tom Mitten
- Director Newnam reported that the Budget meeting went well on September 5th. He felt that the requests were well received.
- Providing DSFS Certificates for DVFA Conference Seminar attendance.
- Director Newnam reported on several class injuries during the past weekend ladder module training.
- Director Newnam reported that the Fire School received the Forestry Grant for \$7,747.00.

Staff Activities

- Wilmington Fire Dept., scheduling their 40th Academy for February 2019 – Senior Instructor Ingram
- Governor's Proclamation making September Campus Fire Safety Month in Delaware – Senior Instructor Lowe
- DVFA Memorial Service presentation – 171 persons – Senior Instructor's Stephens, Lowe, Brennan, Baker and Administrative Specialist Brittingham.
- DVFA Conference support – EMS Conference , Senior Instructor's Gajdos, Brennan, Wilson, Dempsey, Miller, and Lowe.
 - 2018 – 120, 2017 – 131 attended, 2016 – 238, 2015 – 330, 2014 – 391
- DSFS Booth at the DVFA Conference – Senior Instructor's Lowe, Brennan, Gajdos, Ingram and Training Educator O'Malley.
- Attended – EMS Dinner, Opening, Meeting, Memorial Service – Staff Members

Programs/Courses

Figures in red are reference to last year's comparison of class attendance.

- Current Month
 - Aerial Operator Certification – pilot program Sta. 21 – 8 passed
 - Crew Leader – 28 students (22)
 - Water Rescue I – 15 students (33)
 - Fire Instructor I – 10 students (4)
 - EVO – 33 students (34)
 - DVFA Conference – EMS – 120, EMT- Refresher, weekend 21 students, HOT – 28 and 13 students (15)
 - Basic Firefighting Skills – 101 students (115)
 - Fire Ground Operations – Size-up – 13 students (13)
 - Advanced Vehicle Rescue – 11 students (5)
 - Hazardous Materials Technician – 26 students (17)
 - Hazardous Materials Response Skills – 66 students (53)
 - Haz. Mat. Tech. Refresher – 7 students (5)
- Divisions Usage
 - New Castle – 16 (12) scheduled, Kent – 1 (4) scheduled, Sussex – 7 (3) scheduled

EMS

- Current Month
 - CEU programs – 4 scheduled (2)
 - EMT Reciprocity – 4 students
 - EMR Refresher, weekday – 11 students
 - EMR, weekend – 8 students

Public Education and Injury Prevention - Activity Report

- **Current Month**
 - Fire Safety Programs – 2 scheduled (1)
 - DSFS Tours – 4 scheduled (2)
 - Fire Safety Displays – 6 scheduled (5)
 - Injury Prevention Programs – 1 scheduled (4)
 - Injury Prevention Events – 3 scheduled (1)

Maintenance – Building and Grounds

- HVAC project continues and is on schedule.
- Rest Room renovations are in the design stage. It should begin in March, 2019.

Financial

- Past Due Billings
 - 30 days – 15,955.00
 - 60 days – 3,705.00
 - 90 days – 425.00
 - 120 days – 150.00
 - 20678 Tuition Fund – 630,272.00
 - Accounts receivable – 23,750.00
 - Revenue Comparison
 - Tuition – 2018 – 63,644.00, 2017 – 62,236.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

Personnel Issues

- Maintenance Mechanic – 10 applications, 1 appeal – Interviews will be scheduled after the appeal is processed at DHR.

BLS MEDICAL DIRECTOR

Dr. Matthews reported that there were thirty-nine Opioid overdose deaths in August, 2018. This is a record of overdose deaths in one month in Delaware. Naloxone is still available for distribution through the Office of Emergency Medical Services.

Influenza A has been confirmed in all three counties through hospitals statewide. This could prove to be an early and long flu season. It is important to encourage getting vaccinated as well as our providers to practice infection control policies.

The ALS and BLS Standing Orders were approved at the ALS Standards meeting on July 25, 2018. The next step is for the Board of Medical Licensure and Discipline to review and approve them at their next meeting of September 18, 2018. The ALS implementation date is set for November 5, 2018. The State Fire Prevention Commission can set the date for the Basic Life Support implementation after September 19, 2018.

REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER

14 Annual Ambulance Unit Inspections
0 New Unit Inspections
4 Complaints Received
3 Arrest Notifications were received.
2 New Investigations
11 Open Investigations 2018
4 Open Investigations 2017

Investigator Truax requested the closure of Case Numbers 1723, 1726 and 1815.

It was moved by Vice Chairman Marvel, seconded by Commissioner Truitt to close Case Numbers 1723, 1726 and 1815 per the recommendation of Investigator Truax. Motion carried by a unanimous vote.

REGULAR BUSINESS

ACTION ITEMS

Suspending or Revoking Ambulance Certification – Enforcement Authority

The Commission discussed the need to be proactively address the possibility of an ambulance company or fire company going out of business due to a suspension or revocation of their license. Or if a company should choose to no longer be in business for their own reasons.

Deputy Attorney General Davis reviewed Regulation 710 and relative statute as well as the authority and responsibility of the Commission to provide coverage statewide. After discussion, Commissioner Dicristofaro requested that Commissioner Perillo (DVFA Commissioner) bring this concern to the DVFA for discussion statewide and bring his findings back to the Commission for further discussion. It was agreed that this needs to be a priority to deal with antiquated laws and the protection of the public statewide.

City of Wilmington Fire Company – Boundary Update

It was moved by Commissioner Roberts, seconded by Commissioner Dicristofaro to approve the boundary update between Wilmington Fire Department, Minquadale Fire Company and Five Points Fire Company contingent upon approval signatures from both Minquadale and Five Points Fire Companies. Motion carried by a unanimous vote.

Consent Agreement Case No. 1806

Deputy Attorney General Davis presented Consent Agreement 1806 to the Commission. After discussion, it was moved by Commissioner Dicristofaro, seconded by Commissioner Truitt to accept the consent agreement as presented. Motion carried by a unanimous vote.

NEW BUSINESS

Regulation 708 – Audit Requirements

The Commission discussed how the current Audit Compliance Committee reports findings to the fire companies. It was agreed to review and update the current correspondence. The Commissions Executive Assistant will also provide a monthly report that gives the commissioners updates on Audit Committee findings.

Burn Camp

Mike Lowe, Senior Instructor of the Delaware State Fire School will attend meetings for the Delaware Burn Camp.

GENERAL INFORMATION

None

CORRESPONDENCE

None.

MISCELLANEOUS INFORMATION

None

REPORT OF THE COMMISSIONERS

Chairman Alan Robinson Jr.

Chairman Robinson reported that he attended the Monthly Fire Prevention Commission Meeting, Kent County Meeting, Citizens Hose Fire Company Meeting, BLS Protocols Meeting, Citizens Hose Board of Directors Meeting and DVFA Conference.

Vice Chairman Ron Marvel

Vice Chairman Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Dan Kiley Viewing, Sussex County Firefighters Meeting, New Castle Firefighters Meeting, DVFA Conference, Seaford Volunteer Fire Department Meeting and DVFA Officers Meeting.

DATE OF NEXT MEETING

October 16, 2018 – 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Truitt that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 10:59 a.m.

Respectfully submitted,

Sherry R. Lambertson

Sherry R. Lambertson
Executive Specialist

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